



**Board of Nursing Home Administrators
Meeting Notice
December 9, 2005
Bessie Burton Sullivan
Conference Room
1020 E. Jefferson St.
Seattle, WA 98122
9:00 a.m.**

Board Members:

Linda Batch, Vice Chair, LPN
Susan Quigley, NHA
Daniel Murray, NHA
Stacy Mesaros, NHA
Mary Sue Gorski, ARNP
Mary Ersek, RN
Carol F. Hart, Public Member

Assistant Attorney General:

Gail Yu, Assistant Attorney General

Staff:

Paula R. Meyer, RN, MSN, Executive Director
Kendra Pitzler, Program Manager
Janet McCaffrey, Program Assistant

1. Opening- 9:04 am—Linda Batch, Vice-Chair

- Call to Order
- Introductions
- Order of Agenda
- Correspondence
- Announcements
- Other

2. Consent Agenda—DISCUSSION

Items listed under the consent agenda are considered to be routine agency matters and will be approved by a single motion of the Board without separate discussion. If separate discussion is desired, that item will be removed from the consent agenda and placed on the regular business agenda.

- Approval of December 9th, 2005 agenda
- Approval of August 12th, 2005 minutes
- Updated Board roster
- January 2006-June 2006 panel schedules

ACTION- All items were accepted. A grammatical error in the August 12th minutes will be corrected before being posted for public viewing.

3. Presentation by the Board of Pharmacy – DISCUSSION

Tim Fuller presented a handout describing the current options being reviewed by the Board of Pharmacy for the disposal of controlled substances required by current Department of Ecology (DOE) administrative procedures. Discussion centered on decreasing all potential liabilities particularly those regarding accumulation of controlled substances in facilities. Rates were discussed for the option that would require all skilled nursing facilities to acquire their own license with the Drug Enforcement Agency (DEA). No rates were currently available for the reverse distributor option.

ACTION: Establish contact with the DOE and ensure that the Board is identified as a stakeholder for any future rule-making activity of this kind. Tim Fuller will send the exact Washington Administrative Code (WAC) number so that it can be reviewed. The Board would like to see if a small business economic impact statement (SBEIS) was necessary and if so completed by DOE prior to any permanent rule making. The absence of this information may be considered grounds for a challenge of the DOE rules.

4. Program Manager Report – DISCUSSION/ACTION

- Budget-An addendum was included so that the Board could review the most current data. There is a problem with the figures associated with allotted and actual full time employee (FTE) data. Kendra is researching the error to see if a correction is in order.
- Update on Department of Social and Health Services Rules – Kendra is still working on establishing a proposal and dialogue.
- Nursing Assistant Training Program Rules- Kendra updated the Board on the history and progress to date.

5. Executive Director Report – DISCUSSION/ACTION

- Government Management and Accountability Program (GMAP) – Paula discussed the GMAP program and how the concepts are being applied.
- Governor's Board and Commission Conference on December 20th, 2005 – Paula discussed the agenda of the upcoming meeting.

6. Presentation on Improving Patient Safety – DISCUSSION– 10:30 am

Laurie Jenkins, Assistant Secretary, Health Services Quality Assurance (HSQA) and Bonnie King, Director, Health Professions Quality Assurance (HPQA) will provide a presentation on improving patient safety. The following are some of the topics to be discussed:

- Establishment of a system to prioritize cases
- Adoption of clear, consistent rules relating to sexual misconduct
- Strengthening the charging and sanctioning guidance to staff attorneys
- Establishing a process for management review when conflicts occur with regard to charging decisions
- Ensuring decision makers have complaint history before deciding sanctions
- Analyze the possibility of publishing malpractice settlements and complaints on the Internet
- Prepare a package of legislative recommendations that would address weaknesses in the current disciplinary process

ACTION- The Board will review any policies presented by the Secretary and consider adoption at that time.

7. Administrator in Training (AIT) Subcommittee-Susan Quigley – DISCUSSION

- Report on October 31st, 2005 subcommittee phone meeting – The subcommittee directed staff to establish a list of those states with licensing standards that may not be substantially equivalent. The licensing procedures for those states were divided amongst the committee for an in-depth review.
- Handout on subcommittee preliminary evaluation of licensing requirements in other jurisdictions – This was not yet available at the time of the meeting.
- Report on National Association of Boards of Examiners (NAB) regional conference call
- Report on November NAB meeting related to endorsement issues- Susan Quigley reported on the current proposal by NAB that all states adopt a uniform endorsement agreement. Susan recommended opening our rule and revising it to conform to the evolving national criteria.

ACTION: Accept the NAB agreement and open the rule for revision. The Board intends to formally adopt the endorsement agreement upon adoption of the revised rules. Kendra will notify

NAB that Washington is revising the current administrative procedures and will sign the agreement upon adoption.

8. New Items – DISCUSSION/ACTION

- Report on November NAB conference – Susan Quigley reported on her attendance of the meeting in Charleston. Besides the endorsement issues, the National Education Committee is working on the procurement of a larger and broader range of Continuing Education Units (CEUs) as well as the approval of new degree programs. A “Code of Ethics” is currently being drafted by another committee.
- Report on Board and Commission Chair Conference in September - Linda Batch reported on the Chair Conference she attended in September. The Governor was present and spoke about her emphasis on accountability.
- Report on Governor’s Health Care Summit – Linda Batch report on the summit which was held in Seattle. The topic of discussion was current trends and the future of health care.
- Election of new Board officers – A motion was made and carried to elect Susan Quigley as Chairperson; a motion was also made and carried to elect Dan Murray as Vice-Chairperson.
- June NAB conference in San Diego, CA – Kendra will attend.
- November NAB conference in St. Petersburg, FL – This will be decided at a later meeting date.

9. Meeting Dates/Times/Places – DISCUSSION

- 2006 Board Meeting Schedule

ACTION - With the potential for revisions the following dates and locations were chosen:

- March 17, 2006 – Swedish Campus
- June (date to be determined later) – Tumwater
- August 25, 2006 – Spokane (Gonzaga)
- November 3, 2006 – Tumwater

10. Public Comment – 1 p.m. – No public comment was received.

11. Executive Session if needed – 1 p.m.

- The Executive Session is that part of a regular or special meeting that is closed to the public

12. Closing- Meeting was adjourned at 1:45 p.m.